



U.S. Fish and Wildlife Service  
Bureau of Land Management  
National Park Service  
Bureau of Indian Affairs

## Federal Subsistence Board Informational Flyer



Forest Service

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### How to Request a Cultural and Educational Harvest Permit

Cultural and Educational Harvest Permits allow the harvest of fish and wildlife on behalf of a qualifying program. Most requests received are from culture camps, substance abuse rehabilitation programs and schools. The permits are typically requested both to teach cultural and educational activities associated with harvest and to provide food for participants in the cultural and educational program. Once the Federal Subsistence Board (Board) has approved the program for a permit, follow-up requests may be made to the local Federal land or in-season manager.

#### A qualifying program must have:

- Instructors – please list the name(s)
- Enrolled students – youth/student population
- Minimum attendance requirements – describe your plans to meet minimum attendance requirements
- Set of standards for successful completion of the course – list the curriculum requirements to complete the course

Applications must be submitted to the Board through the Office of Subsistence Management (OSM) and should be submitted 60 days prior to the earliest desired date of harvest. Individuals conducting the actual harvest of fish or wildlife must be Federally qualified subsistence users. The request must include the species, number, date and the area the harvest will occur. The in-season manager has approval authority and may make adjustments based on conservation concerns. Harvest must be reported and any fish or wildlife harvested will count against any established Federal harvest quota for the area in which it is harvested. An application consists of any written request. These guidelines and requirements are found in [36 CFR 242.25](#) and [50 CFR 100.25](#).

#### How a Cultural and Education Permit request is processed:

1. Once a request for a Cultural and Educational Permit is received, OSM, on behalf of the Board, assigns an analyst and notifies the appropriate Regional Advisory Council (Council) and ADF&G.
2. The completed analysis is presented to the affected Councils and ADF&G for comment, and then is presented to the Interagency Staff Committee (ISC) and the Board.

3. The ISC reviews the analysis and makes its recommendation to the Board.
4. Once the Board approves the request, a Cultural and Educational permit is created for the requesting program.
5. The analyst prepares a letter to the proponent, which is signed by the Chair of the Federal Subsistence Board, to express the decision. The final analysis and permit are enclosed with the letter. Copies of the letter are distributed to the Board, ISC, ADF&G, and the relevant Council chairs.
6. The analyst prepares a Letter of Delegation for the Federal land/in-season manager associated with the permitted activity and distributes accordingly.

**Submit your request by:**

**Mail:**

Office of Subsistence Management  
Attn: Subsistence Policy Coordinator  
1011 East Tudor Road, Mail Stop 121  
Anchorage, Alaska 99503-6199

**Fax:** (907) 786-3898

**E-mail:** [subsistence@fws.gov](mailto:subsistence@fws.gov)

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